

Check # _____

Money Order # _____

Receipt # _____

**CITY OF NEW ORLEANS
Taxicab and For Hire Vehicle Bureau
CPNC Issuance Checklist**

CPNC Name _____ CPNC# _____

Documents	Received/Completed By	Date
CPNC Issuance Application		
Certification Page (Notarized)		
Valid State (LA) License or Official Identification		
Proof of Citizenship (Birth Certificate, Certificate of Naturalization, Valid U. S. Passport or Permanent Resident Card)		
Name Change Document (If Applicable) (Court Document, Marriage Certificate, etc.)		
Vehicle Registration		
Proof of Insurance (Certificate of Liability showing liability limits)		
Proof of Residency for at least six months. (Utility bill, water bill, landline telephone bill, mortgage/rental agreement in the applicant's name)		
Occupational License		
Articles of Incorporation/ Articles of Organization (If Applicable)		
Secretary of State		
Consent Form		
Background Check		
Drug Test		
Change of Address Form (If Applicable)		
The Name is Equivalent on all Documents		
Issuance Fee: \$300 Courtesy x _____ = _____ \$250 Animal Drawn x _____ = _____ \$100 All others x _____ = _____		
Validation Fee - Entered in LAMA		
Approval of Deputy Director		

Comments/Remarks
